

GROUNDSKEEPER

KIND OF WORK

Unskilled groundskeeping work.

NATURE AND PURPOSE

Under immediate supervision, performs lawn, garden and/or road maintenance services for a state facility; performs related work as required. Problem solving involves thinking which is guided and circumscribed by standing instructions. The incumbent is presented with similar situations requiring solution by discriminating choice of learned things.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Operate hand-held and riding machinery/tools to mow, trim, edge, rake, fertilize, water, sod and seed lawns and athletic fields; prune/fell trees; till gardens; weed plantings, etc., so that facility grounds remain aesthetically pleasing.

Plant flowers and trim, prune and fertilize trees and shrubs in facility greenhouse to prepare them for transplanting to facility grounds by anticipating seasonal plant needs (i.e., winter, spring); ordering necessary seeds, plants and supplies; transplanting outdoor plants per established annual procedures or supervisory instructions; and distributing and periodically rotating indoor plants.

Clear snow and refuse from facility sidewalks, ramps, parking lots and driveways so that users may move safely about the grounds by driving snowplows, sanding vehicles, and street sweepers; manually shoveling snow; and operating snow blowing equipment.

Remove trash and debris from facility grounds to ensure a hazard and vermin-free environment by manually hauling refuse to dumpsters and/or driving dumpsters to sanitary landfills or approved dumping sites.

Perform simple repairs and regular preventative maintenance (such as checking, changing and replacing oil, sharpening blades and changing belts) on grounds maintenance vehicles, tools and equipment by following manufacturer's recommendations and supervisor's instructions and by requesting supervisor's assistance for those repairs which are beyond incumbent's mechanical ability to complete.

Fabricate and repair simple structures such as fences and skating rinks to address special security and programming needs of the facility by selecting necessary equipment and materials and applying basic knowledge of construction technique.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Construction sufficient to construct and repair simple structures.

Motorized equipment and tools sufficient to operate them and perform simple repair and maintenance on them.

Horticulture techniques and practices including planting schedules, germination intervals, and transplantation procedures sufficient to operate greenhouse, landscape facility gardens and grounds, and recognize and/or treat plant diseases and pests.

Methods of lawn and garden care sufficient to prune, mow, fertilize, weed, seed and sod as necessary.

Ability to:

Maintain and make ordinary repairs of groundskeeping tools, machinery and equipment.

Project facility garden needs and order seeds, plants and supplies within a restricted budget.

Follow oral and written instructions.

Est.: 5/40T.C.: 4/72; 8/75

Rev.:

Ckd.: 11/91

Former Title(s): Groundsman I
Groundskeeper I